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DD/S 72-2990

31 JUL 1972

MEMORANDUM FOR: Director of Planning, Programming and Budgeting

THROUGH : Assistant Deputy Director for Support *1/RLW* 31 JUL 1972

SUBJECT : Agency Annual Report

REFERENCE : Memo to the Deputies from Executive Director-
Comptroller dated 3 July 1972, Subj: Agency
Annual Report

25X1 1. Each of the Support Offices and the Special Assistant to the Deputy Director for Support for Air Operations has submitted a response to reference memorandum. Their reports are attached hereto. I will be available to assist [redacted] in drafting the Support portion of the Agency Annual Report. Per my discussion with [redacted] I will present the agreed upon draft to the DD/S for his transmittal to you. Not all of the Support Offices included in their submissions the requested listing of key documents selected for permanent archival retention. We have agreed with [redacted] [redacted] Special Assistant for Information Control, that these listings can be deferred until guidance is available to assist the Offices in making suitable selections, perhaps sometime in September.

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25X1 2. From a Support Directorate wide view, the O/DDS chaired a development of major scope during FY 1972. This was the phase-out of Agency activities at [redacted] This major development is outlined below:

[redacted]

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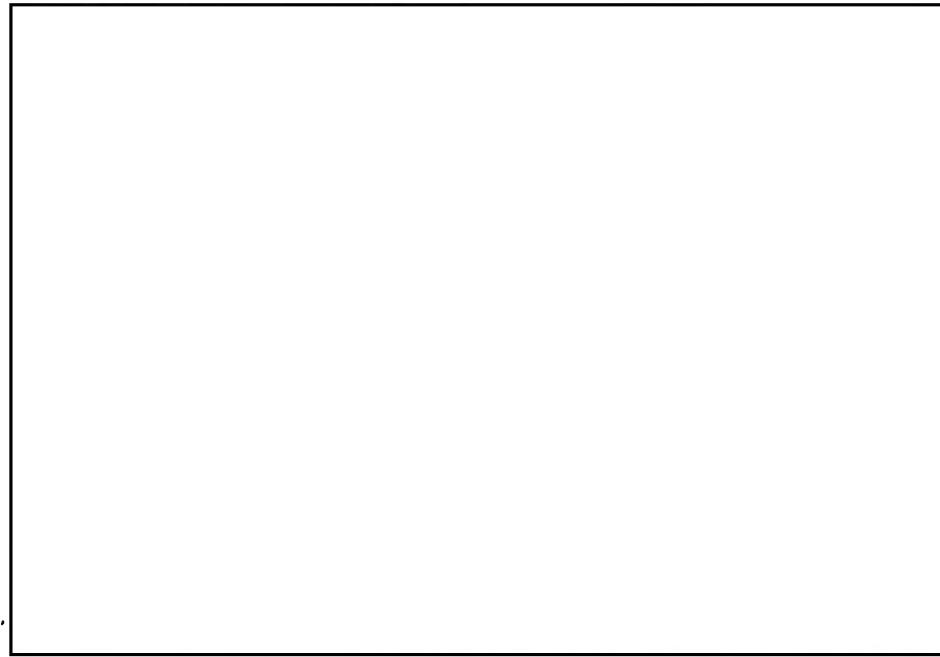
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3. Major accomplishments achieved during FY 1972 with Support Directorate wide implications include:

a. During FY 1972 negotiations that had been proceeding for about two years among the National Park Service, the Federal Highway Administration, the Central Intelligence Agency and the General Services Administration culminated in the transfer to CIA of 43.776 acres of land from the Bureau of Public Roads. Subsequent to the acquisition, the additional parcel was enclosed by a chain link fence and an unused water tower was dismantled and removed.

b. During FY 1972, a plan of action was undertaken by the DD/S to make use of his Office Heads, meeting as an Executive Committee, in focusing on Support Directorate wide problems. This accomplished plan has had a substantial impact on management, planning, and programs in the Support Directorate.

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4. With staff personnel ceilings for the Support Directorate as a whole continuing their downward trend (greater than 10 per cent by FY 1974 over FY 1969) and program dollars harder to come by, in looking ahead we have set these objectives for the Directorate as a whole:

- a. Development of means better to measure and evaluate the Directorate's progress toward achieving priority Support objectives.
- b. Development of means for better allocation of Support Directorate resources.
- c. Reduced reliance on overseas personnel and facilities.
- d. Wherever possible, employ automation and improved technology as a means of improving productivity which, in turn, should enable the absorption of increased workloads without commensurate personnel increases.

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Attachments

Chief, DD/S Plans Staff

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PS/DDS (28 July 72)

Distribution:

Orig & 1 - Adse w/cys of Atts.
~~1~~ - DD/S Subject w/O of Atts.
1 - DD/S Chrono
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Atts:

- (1) "DD/S Air Proprietaries - FY 1972 Annual Report"
- (2) DD/S 72-2931 (OC - Agency Annual Report dtd 25 July 72)
- (3) DD/S 72-2932 (OF - Agency Annual Report dtd 24 July 72)
- (4) DD/S 72-2921 (OL - Agency Annual Report dtd 21 July 72)
- (5) DD/S 72-2950 (OMS - Agency Annual Report dtd 25 July 72)
- (6) DD/S 72-2924 (OP - Agency Annual Report dtd 24 July 72)
- (7) DD/S 72-2919 (OS - Agency Annual Report dtd 24 July 72)
- (8) DD/S 72-2911 (SSS - Agency Annual Report dtd 24 July 72)
- (9) DD/S 72-2949 (OT - Agency Annual Report dtd 25 July 72)

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Deputy Director for Support 7D18, Hqs

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